



Utu Whakawhanake mo ngā mania o Waimate Waimate Plains Development Levy Fund Application Form

Fund Criteria

Application for financial assistance may be made to the Waimate Plains Development Levy for the following purposes:

1. The development of community or recreational facilities associated with the use of Council-owned land or reserves and which are available for use by the general public.
2. The maintenance of buildings situated on Council reserves or land provided they are available for public use.

Please note that the sum allocated is entirely at the discretion of the Taranaki Coastal Community Board, and the Board reserves the right to use funds for other purposes as allowed by the local Government Act 2002.

Closing Dates

Each year there are two funding rounds for the Waimate Plains Development Levy Fund. These are:

ROUND 1:

Applications open 3 April and close on **3 May**.

ROUND 2:

Applications open 18 September and close on **18 October**.

Check your Eligibility

To be completed by all applicants:

YES

- Is your group or organisation non-profit?
- Is your project to be completed on Council-owned land or reserve?
- Will your project benefit the local community?
- Will the facility be available for the use of the general public?
- Is your project to create an asset or maintain a building?

Conflict of Interest

Council acknowledges that in small communities it can be hard to avoid conflicts of interest. If someone relevant to this application has a conflict of interest it must be declared, and any quote provided, or work carried out must meet all legal requirements and be of fair comparison. Council acts in good faith when allocating funding to applicants and should a conflict of interest not be declared or work undertaken that does not meet legal requirements, the Council reserves the right to revoke the applicant's ability to receive future funding.

Does anyone involved with your project have a conflict of interest?

- Yes
- No

If yes, please provide details:

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Section 1 – Applicant Details

Name of group/organisation:

Email:

[Note: all correspondence relating to your application will be sent to this email address in the first instance]

Physical Address:

Postal Address (incl. Post code)

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Phone (day):

Contact details: [Please provide two contacts for your group who we can contact if we need further information]

Contact One

Name

Position

Email

Address

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Phone

Contact Two

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What is the purpose of your group?

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How many members does your group currently have?

What is the legal status of your group? Trust Informal Community Committee
 Incorporated Society
 Other (please state)

Are you GST registered? Yes, GST Number No

How is your group typically funded?

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Section 2 – Project Details

Please provide a brief project description [you may attach additional sheets, drawings or photographs if you wish]:

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Where will your project be located? [Note: To be eligible for Waimate Plains Development Levy Funding any facility created must be located on a Council-owned reserve]:

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Project start date:

Project end date:

Please provide details of the level of public access which will be available to the facility. Any restrictions due to use by your group, or other access issues should be specified:

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Please provide details of any charges which will be made to public users of the facility, and the basis on which these charges have been calculated:

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Section 4 – Payment to Successful Applicants

The grant will normally be paid by direct credit to the bank account details on the supplied bank deposit slip. Exceptions may be made to this procedure, for example, the Board may request:

- That invoices be provided before payment is made; or
- If further funding is required to successfully complete the project, the Board may require evidence that the applicant has been successful in raising the full sum required before making payment.

Section 5 – Attachments

Please make sure you have attached the following information:

- A copy of your latest audited accounts
- Evidence you have applied to other funding sources and the results.

Section 6 – Application Checklist

Have you?

- Supplied contact details for **two** members of your group?
- Answered **all** the relevant questions
- Been specific about the level of funding you require
- Provided evidence of attempts to obtain funding from other sources
- Attached two quotes for your project costs
- Attached a verified bank deposit slip
- Completed the Declaration section on page 6 of this application

If you are unable to provide any of the above, please give an explanation below [use a separate sheet if needed]

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Privacy Statement

The South Taranaki District Council (the Council) wishes to collect personal information from you, which includes your name and contact details. The Council is collecting your personal information to contact you and follow up with you regarding your application for funding.

Providing contact information is optional. If you choose not to provide your contact details, we are unable to follow up with you (if required), and this application form will be deemed incomplete.

The information will be archived until the fund ceases and following that, will be disposed of securely.

You have the right, under the Privacy Act 2020, to ask for a copy of any personal information we hold about you and to ask for it to be corrected if you think it is wrong. If you'd like to ask for a copy of your information, or to have it corrected, please contact us at privacyofficer@stdc.govt.nz, or 0800 111 323.

To view the Council's Privacy Policy, please visit the website: www.southtaranaki.com.

Section 7 - Declaration

- I/we declare that we are a not-for-profit group (*Aa not-for-profit does not earn profits for its members. All of the money raised or donated is used in pursuing the group's objectives*)
- I/we declare that the information supplied in this application is true and correct.
- I/we undertake that that I/we have obtained the consent of all people involved to provide these details.
- I/we understand that my/our group name and brief details about the project may be released to the media or appear in publicity material.
- I/we understand that the South Taranaki District Council is bound by the Local Government Official Information and Meetings Act 1987.

If this application is successful, I/we agree to:

- Use funding received through the Waimate Plains Development Levy Fund solely for the project or purposes disclosed in our application.
- Provide a report for each year of funding no later than 30 June. Provide any receipts or invoices which may be requested by the funding administrators.
- Promote or acknowledge the support of the South Taranaki District Council at every opportunity.
- Return funds to the Waimate Plains Development Levy Fund for future allocations, should funding no longer be required, or is surplus or unspent from the agreed funded project.

Please provide two members signatures

Name:
Signature:
Position in group:
Date:

Post: Community Funding Advisor
South Taranaki District Council
Private Bag 902
Hāwera, 4640

INCOMPLETE APPLICATIONS WILL BE RETURNED TO APPLICANT FOR COMPLETION
(please be aware this could delay the consideration/outcome of your application)

Email: funding@stdc.govt.nz

LATE APPLICATIONS WILL NOT BE CONSIDERED